

## **iPhone or iPad: e-book tip sheet**

### **Part I: Preliminary Steps**

1. Make sure you have a San Diego County Library card with a PIN set on your account. If you don't know your PIN, contact your local branch for assistance.

### **Part II: OverDrive Media Console app**

1. You will need to download the free Overdrive Media Console app from the iTunes app store. Find it by searching for "overdrive."
2. Once you have downloaded and installed the Overdrive app, click on it. It will prompt you to sign in with your Adobe ID. If you don't have one, you can register free at Adobe.com right from your phone. Enter your Adobe ID and click the green "authorize" button.
3. Once you have signed in, click on the "Get Books+" button in the upper right hand corner of the screen.
4. Click on "Add a Library" and search for your local branch by name, city or zip code.
5. Select your San Diego County branch and you will be directed to our Overdrive catalog (it will open in a new browser window). Once you have added a library branch, it will be saved in the app for future searches.

### **Part III: Browsing, Checking Out, and Downloading e-Books**

1. Search by title, author or keyword. You can limit your searches to available items. When you find a title, select "Add to Digital Cart." For iPhone, you will need to choose the Adobe EPUB format. You will then see options to "continue browsing" or "proceed to checkout."
2. If the item not currently available but can be placed on hold, it will say "Request this Digital Item". Click "Request this Digital Item" to place a hold. The system will guide you through entering your library card number and PIN and email address. You will receive an email with a link when the item becomes available for you to check out. Click on the link provided in the email to check out the item.
3. When you select "proceed to checkout" you will be prompted to enter your library card number and PIN. You can select the box to "remember me on this device" if you want your card number stored in your phone.
4. Select your checkout period on this screen using the drop down arrow. To checkout, touch "confirm check out."
5. Select "download" to transfer the title to your iPhone.
6. After downloading, the title will appear in your Overdrive app. It might be necessary to select the blue "Download" button to add the title to the app.
7. Touch the title to access the eBook.
8. After you have finished an eBook, you can choose to return it early. To do this, touch the plus sign to the right of the title. Touch the red "return/delete" button and then choose either "Return then Delete" to return early or "Delete only" if you

don't wish to return it yet. The title will disappear from your app. Expired items are returned automatically.